

**DIGITAL MAPPING CENTRE**  
अंकीय मानचित्रण केन्द्र  
**SURVEY OF INDIA**  
भारतीय सर्वेक्षण विभाग



**TENDOR DOCUMENT**

**FOR**

**INVITING SEALED TENDERS**

**FOR COMPREHENSIVE ANNUAL MAINTENANCE OF CENTRALIZE 110 KVA UPS  
ALONG WITH 180Nos. 2V, 500 AH BATTERIES INSTALLED AT DMC SERVICE  
BLOCK, 17 E.C. ROAD, SURVEY OF INDIA, GBO COMPLEX,  
DEHRADUN (UTTARAKHAND)-248001**

**TENDER NO. : 02/15-C-TENDER/DMC/2017**

**COST OF TENDER DOCUMENT : 200/- + VAT 14.5% = Rs. 227/-  
Separate Bank Draft for cost  
& Vat required in favour of  
Senior Accounts Officer CP &  
AO, Dehradun**

**SEALED TENDER TO BE  
SUBMITTED BY (DATE) : 24/04/2017 at 15:00 hrs**

**DIGITAL MAPPING CENTRE, SURVEY OF INDIA  
(DEPARTMENT OF SCIENCE & TECHNOLOGY, GOVT. OF INDIA)**

**TENDER DOCUMENT**

**FOR COMPREHENSIVE AMC OF CENTRALIZED 110 KVA UPS SYSTEM ALONG  
WITH 180 NOS. 2V, 500 AH BATTERIES OF SPECIFICATION MENTIONED IN  
PARA 3.0 OF THIS TENDER DOCUMENT.**

The Director, Digital Mapping Centre, Survey of India, Dehra Dun on behalf of the President of India, invites sealed tender from competent and qualified contactors for the Comprehensive AMC of Centralized UPS System along with 180 Nos 2V, 500 AH Batteries, specifications thereof as mentioned in Para 3.0 of this tender document.

**1.0 PARTICULARS OF TENDER:**

- (a) **Designation and address of the Authority** : The Director  
Digital Mapping Centre,  
Survey of India, GBO Complex,  
17 E.C. Road, Dehra Dun. 248001  
UTTARAKHAND  
Tel. No. 0135-2652403  
Fax: 0135-2656945
- (b) **Tender No.** : **No. 02/15-C-Tender/DMC/2017**
- (c) **Name of work** : **COMPREHENSIVE AMC OF  
CENTRALIZED 110 KVA UPS SYSTEM  
ALONG WITH 180 NOS. 2V, 500 AH  
BATTERIES**
- (d) **Earnest Money Deposit (EMC)** : Rs 8000/-  
  
To be deposited in the form of Account payee Demand Draft in favour of “Account officer, Central & Pay Accounts Office, Survey of India, Dehradun” payable at Dehradun. EMD will be returned back the unsuccessful bidder within one month from the award of AMC to the successful bidder.
- (e) **Place of opening of Tenders** : Office of the Director, Digital Mapping Centre,  
17, E.C. Road, GBO Complex, Dehra Dun.

- (f) **Tender Document can be Down loaded from** : Survey of India Website  
[www.surveyofindia.gov.in](http://www.surveyofindia.gov.in)  
up to 22.05.2017 (16.00 hrs)
- (g) **Tender can be submitted at** : Tender box kept at the office of the Director,  
Digital Mapping Centre, 17, E.C. Road, GBO  
Complex, Dehra Dun during working hours.
- (h) **Tender Addressed to authority** : The Director,  
Digital Mapping Centre,  
Survey of India, GBO Complex,  
17, E.C. Road, Dehra Dun. 248001  
UTTARAKHAND
- (i) **Last date and time of receiving** : **22/05/2017 at 16:00 hrs**  
  
Any bid received after above mentioned Date  
and time or received after date and time due to  
postal delay will be rejected & will not be  
entertained.
- (j) **Date and time for opening tenders** : **23.05.2017 (11.00 hrs)**
- (k) **Total Number of pages of tender** : **08 pages**

**1.1 THE DETAIL OF THE JOB TO BE EXCUTED:**

One 110 KVA Centralized UPS System along with 180 Nos. 2V, 500 AH Batteries installed in the Service Block of Digital Mapping Centre at DMC, GBO Complex, 17, E.C. Road, Dehra Dun. Presently this UPS is functional and the department intends to keep UPS and batteries under AMC for uninterrupted Supply of power to equipments attached to UPS.

**1.2** The bidder can visit the office on any working day during 10.00 hrs to 16.00 hrs to inspect the existing UPS before quoting the rate for AMC.

**1.3** If any Battery becomes faulty, it will be replaced by the firm Free of cost under AMC.

**2.0 Rates for comprehensive AMC of the existing UPS 110 KVA along with batteries is to be quoted.**

### **3.0 SPECIFICATION/DESCRIPTIONS OF UPS:**

- (i) No. of UPS System : One
- (ii) Capacity : 110 KVA System with Battery Backup
- (iii) Make : NELCO
- (iv) Battery : 180 Nos. 2V, 500 AH

### **4.0 ELIGIBILITY CRITERIA (For the firm):**

- (a) **Firm** should have experience in providing such services for at least three years to Central /state Govt. Departments/Govt. funded undertaking/organizations. Attested photo copy of Proof of experience is to be submitted along with the bid.
- (b) The bidder is required to submit the attested Photo copy of registration certificate of service tax.
- (c) The bidder should enclose the attested photocopy of ITR in the name of firm for last three years.
- (d) The bidder should have minimum turnover of Rs. 4,00,000/- in single order executed with Central/State Govt., Govt. undertaking funded by Govt. for similar tasks of UPS AMC.
- (e) The bidder should enclose a Demand Draft or Bank Guarantee for the amount Rs. 8000/- as earnest money.
- (f) The bidder should enclose Demand Draft of Rs. 200/- + Vat towards the cost of tender document along with bid in the name of Senior Accounts Officer CP&AO, Dehradun.

### **NOTE:**

1. The bidder name, telephone number and complete mailing address shall be indicated on the cover of the envelope.
2. Each Page of tender should be signed by the authorize signatory of firm with stamped of firm on which the firm is registered.
3. Tender rate to be quoted on firm letter head and any cutting/overwriting/ink blot/not legible rate will not be considered by the board.
4. All the enclosures should be clearly mentioned on the forwarding letter head of the company/firm such as 3 years ITR forms.

## **5.0 OTHER TERMS AND CONDITIONS:**

- (i)** Bid shall not be accepted after the laid down time and date under any circumstances.
- (ii)** The office shall not be responsible for any postal/courier delay of submission of the bid.
- (iii)** In case of submitting bid in person at the venue, then it should be dropped only in tender box placed in Digital Mapping Centre. GBO Complex, 17 E.C. Road, Dehra Dun.
- (iv)** The rules, regulations, orders and directions issued by Govt. of India from time to time on the subject shall be final and binding on all bidders.
- (v)** The Director, DMC reserves the right of rejecting any bid without assigning any reason.
- (vi)** The evolution of the firm for its reputation, infrastructure, system management & capability of providing the AMC etc. will be done by the board for finalizing the tender.
- (vii)** Rates quoted/accepted will be valid for 12 months from the date of agreement.
- (viii)** The person deployed as operators/Engineers for maintenance of UPS by the agency will have no claim for Govt. job.
- (ix)** The Contract will be awarded for a period of one year. The Competent Authority reserves right to reduce the contract period or extend the contract on mutual consent for a period of one year on the same rates, terms and conditions.
- (x)** If the performance of the agency is not found satisfactory, the Competent Authority of SOI shall have power to terminate the contract with one month's notice. Upon such termination performance security of the agency shall be liable to be forfeited and shall be absolutely at the disposal of SOI.
- (xi)** The successful tenderer will have to enter an agreement on Rs.100/- non judicial stamp paper at their own expenses with the head of the Directorate/Office.
- (xii)** Any damages to the government property and loss of equipment provided by the SOI will recover from the firm on mutual consent.
- (xiii)** The bid security (Earnest Money) is to remain valid for a period of normally 90 days beyond the final bid validity period.
- (xiv)** The bidder if desires may be present at the time of opening the bid. If the bidder himself is unable to present, his authorized representative will be permitted only if he possess valid authority letter of the bidder.

**6.0 PAYMENT TERMS:**

No payment will be done in advance. However payment will be made on Quarterly basis on receipt of bill.

**7.0** In the event of any dispute arising with regard to any of the clauses mentioned herein before the same shall be referred to the Surveyor General of India and his decision shall be final and binding upon the parties of this agreement. Notwithstanding whatsoever stated above and in case of any controversy regarding the scope of work or any other terms and conditions of tender, the decision of the Surveyor General of India shall be final.

**8.0** The contract shall be deemed to have been concluded in Dehradun for all purpose and therefore, Dehradun court will have exclusive jurisdiction to determine any unresolved dispute with respect to this contract.

**9.0** Any effort by a bidder to influence the SOI in his decision on bid evaluation, bid comparison or job order decision will result in rejection of bid.

**10.0** The SOI may discontinue the contract at any point-of time, by giving a notice at least 30 days before the intended date of discontinuation, and will not liable to any additional charges or compensation payable to Agency or any other person.

**11.0** The Agency may discontinue the contract at any point of time by giving a notice of at least 60 days before the intended date of discontinuation, in case of discontinuation without a notice or a notice of less than 60 days prior to the intended date of discontinuation will lead to forfeiture of the Performance Security submitted by the agency. The SOI will have the right to claim damages, and recover them from the payment due to the Agency.

**12.0 Scope of Work:-**

(i) The work shall be executed as per the directions and to the satisfaction of the Head of the Directorate/Office.

(ii) The Agency shall follow all safety measures during the work execution. Any liability occurring during work such as accident, injury, loss of life, damage to the property, the same shall be compensated and made good by the Agency only and this office will not be responsible in any manner.

(iii) The Agency will have to bear the penalty in case UPS down or running on By Pass mode for any reason made any computers/Plotters attach to UPS faulty due to sudden power failure, the total cost of repairing the equipment will be charged from firm.

### **13.0 TERMS AND CONDITIONS FOR SUCCESSFUL BIDDER:**

#### **FOR AMC OF UPS AND BATTERIES:-**

- (i) The UPS (i.e. 110 KVA), along with the battery bank (180 Nos. of batteries), are to be comprehensively maintained for 12 months. The cost of comprehensive maintenance as required to be quoted comprehensive maintenance including the cost of parts, labour charges of maintenance as well as deployment of operator/service Engineer for providing uninterrupted power supply to DMC building/office.
- (ii) The successful bidder will submit a performance security within 15 days after the receipt of Letter of indent @ 10% of the tendered value of contract in the form of Demand Draft/FDR/Bank Guarantee valid for fourteen months from the date of contract. The performance and guarantee will be refunded to the Firm/Agency on completion of contract period without interest after deducting liabilities if any.

### **14.0 TAXES AND DUTIES:**

The successful bidder shall be entirely responsible for all taxes, duties, license fees, etc incurred in services to the purchaser. The successful bidder shall also be responsible for safety and insurance (EPF) of any of his person deployed for maintenance. The department shall not be responsible for any tax, duty, compensation or insurance etc.

#### **FORMAT FOR TENDER**

To,

The Director,  
DIGITAL MAPPING CENTRE  
17, E.C. Road, GBO Compound  
Survey of India, Dehra Dun.

**Sub: Tender For Providing “Comprehensive Maintenance of 110 KVA UPS System including, 180 Nos. 2volt, 500 Ah battery installed at DMC Service Block”.**

Ref: Your Tender Enquiry No- 02/15-C-Tender DMC dated \_\_\_\_\_

Sir,

With reference to your above tender enquiry for Providing Comprehensive Maintenance for 110 KVA UPS System including 180 Nos. 2 volt, 500 Ah battery installed at DMC Service Block as detailed below

<b>SCOPE OF WORK</b>	<b>Rate (Contract value) per Annum Rs.</b>
Comprehensive AMC of Centralized 110 KVA UPS (Nelco Make) and 180 Nos. 2 volt, 500 Ah Batteries with parts replacements and deployment of Operator/Engineer at UPS for working office hours (For providing uninterrupted power supply)	
Service Tax on Contract Value	Rs
Total (inclusive of all taxes)	Rs

We do hereby undertake that, in the event of acceptance of our bid, we will carry out the Services as stipulated in the tender document and that we shall perform the entire incidental services related to above AMC.

Name of firm \_\_\_\_\_

Address \_\_\_\_\_

Firm's Mobile No. \_\_\_\_\_ Phone No \_\_\_\_\_ Fax No \_\_\_\_\_

Name of Bank \_\_\_\_\_

Bank's Account No. \_\_\_\_\_

IFSC Code \_\_\_\_\_

MICR No. \_\_\_\_\_

Signature of Authorized Signatory

Stamp of Firm

Information:

(1) Income Tax Registration No. \_\_\_\_\_

(2) Service Tax/ Sale Tax/ VAT Registration No. \_\_\_\_\_



